

**Minutes**  
**Regular Town Board Meeting**  
**Town of Paonia, Colorado**  
**November 14, 2023**

**RECORD OF PROCEEDINGS**

Mayor Bachran calls the meeting to order at 6:30 PM

**PRESENT**

Mayor Mary Bachran  
Mayor Pro-Tem Dave Knutson  
Trustee Paige Smith  
Trustee John Valentine  
Trustee Rick Stelter  
Trustee Morgan MacInnis  
Trustee Kathy Swartz

**Approval of Agenda**

Trustee Smith makes a motion, seconded by Trustee Swartz, to approve the agenda.

The motion carries unanimously.

**Announcements**

Trustee Smith makes an announcement that the leaves that Public Works pick up are left at the old sewer lagoon property and are available for pick up.

Trustee Swartz makes an announcement that the Skatepark upgrades are completed and the new and improved Skatepark looks great!

Mayor Bachran makes an announcement that in January, packets for those interested in running for the Town Board of Trustees will be available.

**Public Comment**

Students from Paonia K-8, Courtney and Amara, make an announcement about an upcoming fundraiser the school will be having, more information to follow soon.

**Consent Agenda**

Trustee Stelter makes a motion, seconded by Trustee MacInnis to approve the consent agenda.

The motion carries unanimously.

**Staff Reports**

Town Administrator Wynn highlight the Capital Improvement Plan he has put together that was first started by SGM as an Asset Inventory and is now being turned into a true Capital Improvement plan. He goes through the highlights and funding sources for the projects that have been identified by Department Heads.

**Actions & Presentations**

1. Presentation about Safe Routes to Parks Grant - Hannah Stevens with Western Slope Conservation Center

Presented by Julie Sapena who is standing in for Ben Graves. She explains the need for support and wanting to partner with the town on this project though they are willing to be the administrative side of things.

Topics discussed: staff training, safety needs, design needs and that it is a competitive grant.

Trustee Stelter makes a motion, seconded by Trustee MacInnis, for the Town to sign a Letter of Support for the Western Slope Conservation Center.

The motion carries unanimously.

### **Public Hearing**

#### 2. Public Hearing to Consider acceptance of the Housing Needs Assessment

Mayor Bachran opens the Public Hearing at 7:20 pm.

Shay & Andrew Coburn from Urban Rural Continuum, present the Housing Needs Assessment and Housing Action Plan

Topics: housing needs, data, steps to move forward when it is time, steps taken to develop and adjust the plan to Paonia's specific needs, surveys, interviews, Housing Task Force, use of the plan for guidance, planning, and community goals, starting point for codification and suggested changes for affordable housing and the removal of barriers to that and development, and the planned receipt of the optional add ons.

Town Administrator Wynn provides highlights of planning commission meeting and their recommendation, as well as his recommendation, to adopt.

Public Comment:

S. Patterson: lot of attention given to the businesses, but businesses are not named, thinks this lacks transparency.

L. McCone: on task force; participated the whole time and was really impressed with the level of care given to putting out a good plan and encourages the town to actually use this plan.

D. Neiremberger: based on numbers instead of real people and situations, real estate in our area is much higher and MLS listings are showing prices that don't seem to match. Neither do the ages of community members mean they are disabled and/or poor. The use of 'sustainable' is also concerning. She also thanks the Town for removing the graffiti from the park.

Mayor Bachran closes the Public Hearing and opens Board deliberations 7:42 PM

Board Deliberations include that they are impressed with the job URC has done since the beginning, Short-term rentals need to be addressed, not stalled because of the moratorium but could be good time to work in our limits and encourage density, private sector vs the town being involved in the housing solution, taking care the hard jobs/controversial items so the next Board can work on progress, One Delta County and their plans and issues, creative problem solving, not shying away from the rough decisions, smaller units, energy efficient housing, keeping unit development costs under the income line.

Mayor Pro-Tem Knutson makes a motion, seconded by Trustee MacInnis, to approve the acceptance of the Housing Needs Assessment and Action Plan and require its inclusion in the Draft of the Paonia Master Plan

The motion carries unanimously.

#### 3. Consideration of Approval of Signing a Memorandum of Understanding between the Bureau of Land Management and the Town of Paonia as a Participating Agency for the UFO RMPA/EIS.

Town Administrator Wynn gives background to how Paonia was asked to become a participating agency.

Board discussion: Paonia needs to be at the table since this area is also our watershed, wonderful opportunity to be involved in decisions that will affect us.

Trustee Stelter makes a motion, seconded by Mayor Pro-Tem Knutson, to approve the Memorandum of Understanding with the Bureau of Land Management.

The motion carries unanimously.

4. Consideration of Approval to Apply for DOLA Planning Capacity Grant

Town Administrator Wynn gives background on the grant, what it does and how it can be used.

Trustee Swartz makes a motion, seconded by Trustee MacInnis, to approve an application for the DOLA Planning Capacity Grant.

The motion carries unanimously.

5. Consideration of Approval for Change Orders from K&D Construction

Town Administrator Wynn provides background on why the change orders were needed, ie: service lines not known about, elevation changes to manholes, asphalt price changes and fill gravel.

Board discussion: documentation was great, changing meeting policy and approvals for change orders in advance, potentially adding padding to some quotes to help cover contingencies that our sewer lines are throwing at us, ordinance to help cover these situations for financial transparency, certain contract additions that can actually help with this situation that other towns do.

Trustee Stelter makes a motion, seconded by Trustee Smith, to approve Change Order #1 in the amount of \$24,606.72 and Change Order #2 in the amount of \$50,045.55 for a total new not-to-exceed contract price of \$373,991.77.

The motion carries unanimously.

6. Consideration of Termination of the Contract with Shums Coda Associates

Town Administrator Wynn provides background on the DOLA grant and new processes to provide better service to the community and better service for planning, building and zoning situations.

Public Comment:

S. Wilson: local contractor; what is the plan going forward if the contract is terminated, it is a big deal to not have a building official.

M. Barnes: Blue Sage Center of the Arts: stuck in the Sage Alley project with the building inspector, asks that the Board get someone who can help and be supportive of people learning the process.

Board: IGA with Delta over a plan reviewer and building official, amount of time spent on these items part-time or full-time, amount of time spent vs amount of time that could be, simple things taking too long, code enforcement could be used for as well, complaints that have come from the public need to be addressed with the new process to make it less frustrating.

Trustee Stelter makes a motion, seconded by Trustee MacInnis, to send notice to Shums Coda Associates of the Town's intent to terminate the agreement between them with the conditions as discussed by the Town Administrator

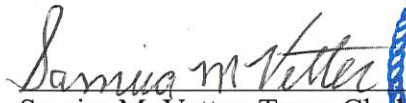
The motion carries unanimously.

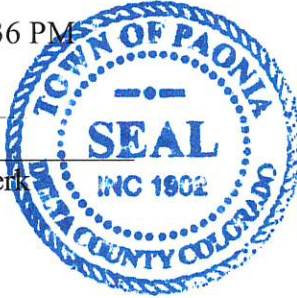
**Mayor & Trustee Reports**


Trustee Stelter - Report from One Delta County Annual Meeting  
Trustee Stelter expands on the One Delta County meeting overview: need citizen involvement to get it out of Delta exclusively and bring some of it down valley, planning industrial lots, 55-unit housing development, needing creative funding to complete everything, economic development coming in, projects in development and planning stage, grants available for disadvantaged communities.

**Adjournment**

The meeting Adjourns at 8:36 PM

  
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Samira M. Vetter, Town Clerk



  
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Mary Bachran, Mayor